

CONFIDENTIAL
Controlled Information

TO: Chief, Supply and Services Section, OTR

FROM:

SUBJECT: Request for Parking Permit

REFERENCE: OTR Notice No. 37-53 of 9 December 1953

1. It is requested that I be allotted one parking space on the basis of the following information:

NON-DRIVERS: (Non-OTR to be preceded by an asterisk)

Name	Tel. Ext.	License No. & State	Make of Car	Model	Year
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REGULAR OTR RIDERS: (Indicate number of days per week)

Name	Telephone Extension
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I certify that the foregoing is correct information.

(Signature)

JUSTIFICATION: (Use only for official vehicle or private car used for official business)

Division Chief Concerned

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